

Policies

Dress Code:

- No jewelry or gum in class.
- All ballet students ages 2-7 will be required to wear a black or pink leotard, pink tights, pink leather ballet shoes (no bedroom slippers), and hair pulled back. 8-12 ballet students required to wear a black colored leotard, pink tights, pink split sole ballet shoes, and hair in a bun. Dancers 13+ required to wear a ballet colored leotard and the rest the same as 8-12. No skirts for any hour long or longer ballet class, except teen beginner and adult.
- Dancin' Dudes & Divas and Jazz& Hip-hop students ages 6+ need a solid colored leotard, tights, jazz pants or shorts, and caramel colored slip-on jazz shoes.
- Boys in Gymnastics and Hip-hop wear shorts or sweat pants and a t-shirt. Boys in other classes wear white t-shirt and black or navy pants or shorts.
- Tap students – a solid colored leotard, tights, jazz pants, or shorts; Combo 1, 2, 3 & Broadway Babies can wear regular tie black patent leather tap shoes; Combo 4 & Tap 1, 2, 3, 4 + tap shoes will be announced at later date.
- Tumbling classes can wear solid colored leotards (no camisole or halter leotards, thick straps required), footless tights &/or shorts, bare feet.
- No cover-ups (t-shirts) allowed in classes requiring leotards. If a student is not dressed properly, they may be asked to sit out.

Levels:

- Student's placement is at the discretion of the director or teacher. Students progress mentally and physically at different rates. Age is only a guideline. The main object is that they learn in a safe and correct manner.

School Year Classes:

- Tuition is due by the 20th of each month starting in August before classes start. Checks may be dropped in the tuition box in the waiting area, mailed to the studio, or paid on-line. A \$15 late fee will be added for payments received after the 25th. No post dated checks are excepted, post-dated checks will be returned to you and late fees will apply if a new check is not received by the due date.
- Classes meet 32+ times from September through May – recital classes have one additional rehearsal and show. 10- payments are due or you may pay by semester, receiving a discount. All payments are due in full whether or not there are 3, 4, or 5 classes in a month. They will still meet 32+ times. If a class does not meet 32+ times, it will be made up or credited. There is a per class rate that figures the total for the 10 payments.
- A \$25 registration fee is due for all returning and new students. **If registration form and the first monthly payment or 1/2 semester are received by June 5th, the fee is waived.**

Refunds

- There are no refunds on monthly installments (tuition) or costume payments. The registration fee is non-refundable. However, registration received in May or June may cancel by August 1st and receive a full refund minus the \$25 registration fee.
- One month of the semester's tuition and registration are non-refundable. After August 1st, a refund of the rest of the semester's tuition will be allowed during the first 3 classes in September or January only.

Absences:

- Regular attendance is very important and all effort should be made to attend all classes.
- Absences do not allow you to prorate tuition and are not credited to any other month.
- Make-ups are allowed and encouraged, but two per semester unless you make prior arrangements with the instructor. No make-ups will be allowed one month before the recital. Make-ups must be used while the dancer is still enrolled.
- The studio will be closed when Loudoun County schools are closed for inclement weather. We will leave closing on the machine one hour prior to the classes as well. One or two hour delays will not change out classes scheduled. He may still have class on school holidays, however.

Withdrawal:

- Once enrolled you are expected to pay both semesters or all 10 payments unless you withdraw in writing one month before the next tuition is due. *You are still responsible for payments until we receive an official withdrawal notice. One withdrawn a new registration fee must be paid if space is still available in the class, unless it was for an excused medical reason.

Recital Costumes:

- The recital costume payment is due November 1st. Prices will vary with each class (\$45-\$75). You will be notified what you will owe for the year. Costumes cannot be ordered after December 1st, since it is possible they will not be here in time.

Arriving for Class:

- Try not to be late. It is a disruption to the class and steps may need to be repeated. If you miss warm-ups, you may be asked to sit out to avoid injuries.
- Arrive 10-15 minutes before class starts to put on shoes and be ready when class starts. If class has started put shoes on in the hallway and enter when ready, causing the least amount of disruption

The studio is not responsible for you child before or after the class, at recitals, or competitions. Please pick your dancers up on time. A babysitting charge will be applied if a dancer is not picked up on time.